



# WASHINGTON STATE DEPARTMENT OF SERVICES FOR THE BLIND

## Vocational Rehabilitation Counselor 3 (Permanent, Full-Time)

***Inclusion, Independence,  
and Economic Vitality for  
People with  
Visual Disabilities***

WASHINGTON STATE  
DEPARTMENT OF SERVICES  
FOR THE BLIND

4565 7th Avenue SE  
Lacey, WA 98503  
Phone: 360-725-3830  
Fax: 360-407-0679

3411 S. Alaska Street  
Seattle, WA 98118-1631  
Phone: 206-721-4422  
Fax: 206-721-4103

**Monthly Salary:** \$3,311 — \$4,237  
**Location:** Seattle, Washington  
**Closes:** Open Until Filled

Do you want to join an agency that has consistently been a national leader among blind agencies in competitive employment? And ranks #2 amongst Washington agencies in the Statewide Employee Climate Survey? Join us in the advancement of our mission—"Inclusion, Independence, and Economic Vitality for People with Visual Disabilities"—and you'll help lead the way.

Washington State offers a generous benefits package including medical, dental, vision, long-term disability, and life insurance and retirement. Department of Services for the Blind (DSB) employees enjoy extensive opportunities for professional and personal development. The Seattle office is located in the vibrant historic Columbia City community minutes from Puget Sound, Lake Washington, and Downtown Seattle.

This individual works as a member of a multi-disciplinary team to provide comprehensive Vocational Rehabilitation services to visually-impaired and blind adults while serving as the autonomous representative to East, South, West and Central King County.

### **Essential Activities**

- Conducts all work in accordance with scope and values of a State Vocational Rehabilitation agency and federal guidelines;
- Conducts an initial assessment interview to complete an application for services, explains the Vocational Rehabilitation Program and gathers information respective of the referral source, disability, educational background, work history/motivation to work, family and social support, financial situation, adaptive skills, vocational goal, and attitude and acceptance of disability;
- Using a "Client-Centered" approach, conducts and completes a Comprehensive Vocational Assessment that results in a profile of the clients skills and abilities and identifies a range of vocational options among which the client can make an informed choice of an appropriate vocational goal;
- Provides on-going vocational counseling and guidance, and facilitates the practice of "Informed Choice" in the delivery of services;
- Uses an automated case management system and other business applications such as Microsoft Word and Excel;
- As the primary case manager, collaborates with and coordinates the activities of the Orientation & Mobility Specialist, Rehabilitation Teacher, Assistive Technology team members, Low Vision Specialist and external vendors and service providers;
- In partnership with the client, develops an Individualized Plan for Employment



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(IPE) based on the informed choices of the consumer;

- Manages, implements, and monitors the IPE which includes an array of agreed upon services that once completed lead to the desired employment outcome;
- Completes Annual Plan Reviews to insure that satisfactory progress is being made and the needs of the client are being met relative to the services being provided;
- Facilitates the placement of the client into supported or competitive employment;
- Applies knowledge of the Americans with Disabilities Act (ADA) in negotiations with educational institutions and employers relative to providing reasonable accommodations and equal access to higher education, vocational technical curricula, and the workplace;
- Participates in In-service and agency-sponsored contracted training to develop new skills, stay current with the trends in the industry and to meet educational standards of the profession.

Extensive daily travel is required as well as occasional overnights.

**Required Qualifications**

- Masters Degree in Vocational Rehabilitation Counseling; OR current CRC; AND 3 years of paid VRC experience in vocational rehabilitation counseling, job placement, vocational assessment, or other.
- Must pass the DSB FBI Criminal Background Check process.

**To Apply**

- Initial screening will be based solely on the information contained in your application materials.
- Submit a completed Washington State Employment Application by using the following link and resaving the document in MS Word which ensures that all accessibility features work ([http://dsb.wa.gov/documents/DSBGeneralEmploymentApp2007Accessible\\_005.doc](http://dsb.wa.gov/documents/DSBGeneralEmploymentApp2007Accessible_005.doc)).
- Attach a letter of interest which states how you meet the qualifications as shown on this announcement.
- Attach a copy of your resume.
- Include photocopies of college transcripts.

Be prepared to provide references at the time of interview.

Only the most qualified applicants will be considered for an interview and further assessment. If you will need reasonable accommodation in the application/assessment process, please submit your request in writing along with your application.

**Electronic application materials in Word format are preferred and can be emailed to [elldrumheller@dsb.wa.gov](mailto:elldrumheller@dsb.wa.gov). Hard copies of application materials can be mailed to:**  
Department of Services for the Blind  
Attn: Ellen Drumheller  
PO Box 40933  
Olympia, WA 98504-0933  
Phone: 360-725-3836  
Fax: 360-407-0679

***NOTE: The Washington State Department of Services for the Blind (DSB) is an equal opportunity employer. Women, persons over 40 years of age, racial and ethnic minorities, persons of disability, Vietnam era veterans, and disabled veterans are encouraged to apply. Washington's Law Against Discrimination prohibits discrimination based on a person's sexual orientation or gender identity. Background checks, to include fingerprinting, are required for employees and applicants considered for positions within DSB when the employee will have unsupervised access to customers who are considered vulnerable adults or children. DSB employs only U.S. citizens and lawfully authorized non-U.S. citizens. All new employees must show employment eligibility verification as required by the U.S. Citizenship and Immigration Service. Accommodations for applicants who qualify under the Americans with Disabilities Act are available upon request.***